



COMMUNITY DEVELOPMENT DIVISION

Community Development Board Meeting Minutes

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Regular Meeting of the Community Development Board

November 3, 2015

Board Members Present:

Patt Leikam, Michele Zahn, Fred Button, Katrina Kruger, Kathleen Candelaria, Bret Rutherford, Becky Bey.

Staff Present:

Candi Millar, Brenda Beckett, Lynda Woods, Sandra Lopez

Excused Staff:

Dina Harmon

Welcome / Introductions / Announcements:

The Community Development Board met at its regular monthly meeting located in the 6th Floor Conference Room, Miller Building, 2825 3rd Avenue North, Billings, Montana. Chair Patt Leikam called the meeting to order at 3:00pm.

Public Comment:

Brenda Beckett announced there are nine VISTA members approved for the January start date and is hoping to fill 4 more slots. She then listed where each of the nine are currently to be placed for service. No other public comments.

Meeting Minutes:

Katrina Kruger moved to approve the minutes from October's meeting. Brett Rutherford seconded and Patt Leikam approved.

Staff Reports:

- **Foreclosure Acquisition / Rehab Program:** Lynda Woods updated that the Cambridge Property is almost done. A neighbor has contacted the contractor and requested some services, thus showing a domino effect in the neighborhood. The property is likely to be completed by Thanksgiving, making the property available to a homeowner that is at or below 80% area median income. 619 Custer is completing rehab this week and getting under contract as a foreclosure property.
- **First Time Home Buyer Program:** Brenda Beckett updated that Dina Harmon has enough funding for 2-3 more properties via CDBG, is fully expended in HOME programming funds, and fully expended with council funds with the exception of \$5,000. The department has received a \$196K allocation from a land sale from City Council for the Home Loan Reinvestment program, which can fund First Time Home Buyer, Acquisition Rehab for Foreclosures, and regular Home Rehab. Prior to the allocation, the department was just about finished with the First Time Home Buyer Program, having expended all funds at the beginning of November. The department also received \$55,000 in HOME program income, which was immediately reprogrammed and fully expended. No CDBG program income to report.
- **Community Development Program Application/Allocation Review:** Brenda Beckett distributed the 2016-2017 Community Development Funding Application draft with highlighted changes from the prior year's application. The guidebook has been adjusted, as well as the allocation adjustments for the HOME program that reflects a 97% funding reduction that has been thus far already approved by the Senate. The

generous estimates left HOME at \$50K. The application process has not changed. The board will have a month to review before approving in December's meeting.

- **Neighborhood Task Force:** Fred Button recapped the West End Task Force meeting that he attended with Dina Harmon with generally positive comments. Patt Leikam recapped the South Side Task Force meeting attended by Brenda Beckett and Michele Zahn that contained members and non-members alike. There appeared to be much feedback, though generally an open and informative meeting. The Heights Task Force meeting was attended by Patt Leikam and Brenda Beckett, which was received openly and in a positive manner, with many respondents offering support for the housing programs. Brenda Beckett recapped that all of the previous task force meetings have achieved their goal of increasing knowledge of the application process for the various communities and opening up communication. The availability of funding for a housing affordability project was reiterated. Brenda Beckett also relayed that the percentage of low income individuals in Billings according to the 2011 CHAS data from HUD is about 73%, which are able to apply for programs from the community development division. Patt Leikam reiterated that the Task Force meetings have been beneficial and encouraged continuation of them to increase involvement in the community. Candi Millar is investigating the North Park Task Force meeting agenda, which would be attended by Patt Leikam and Fred Button depending on availability of time.

Neighborhood Concerns and Happenings:

Candi Millar also announced Community Conversations would be taking place at Little Horn State Bank, including topics such as getting involved with city council personnel, bicycle safety, and understanding the city charter. Fred Button announced the tentative dedication date at November 19th for the next Habitat for Humanity house, as well as a second they are hoping to get done before the end of the year. The South Side Task Force is also currently deciding on officers, which may continue to include Michele Zahn. Candi Millar announced the Task Force Leadership will be from 10-2pm at the MSUB Ballroom, which will include a panel containing Michele Zahn and Lynda Woods to increase community engagement and involvement with Task Forces.

November Meeting:

Patt Leikam adjourned the meeting and the next meeting is set for December 1st, 2015.